



For Information Only

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CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Grants Administrator
(Requesting Department)

Date: September 9, 2020
(Submission Date)

For the September 22, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:

(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ New Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☐ Transfer(s) \$ _____
- ☒ Grant \$ 13,500
- ☐ Carry-over(s) \$ _____

Approval:

This request was approved by the City Council at its meeting held on September 8, 2020.

Cheryl De Cour Clerk
(Department Head's signature)

Board of Finance Agenda Request Form

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Reason for request:

The purpose of the request is to refer to the Board of Finance for any necessary action the application to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security for the Federal Fiscal Year 2020 Emergency Management Performance Grant.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

| Account | Account Name | Amount |
|---------|--------------|--------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Transfer(s) complete the following:

| | | |
|--------------------|------------------|----------------------|
| From: | To: | Amount: |
| From: _____ | To: _____ | Amount: _____ |
| From: _____ | To: _____ | Amount: _____ |
| From: _____ | To: _____ | Amount: _____ |

Grants:

Total Amount: Grant \$ _____

City Share \$ 13,500 _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

| Account | Account Name | Amount |
|---------|--------------|--------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

September 9, 2020

Board of Finance
Diane M. Waldron, Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on September 8, 2020 the following Resolution was adopted:

BE IT HEREBY RESOLVED by the City Council of the City of Bristol, Connecticut, that the filing of a grant application for \$13,500 to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, for the Federal Fiscal Year 2020 Emergency Management Performance Grant funding is hereby approved and that the Mayor, Ellen A. Zoppo-Sassu, or Acting Mayor, is hereby authorized to enter into, deliver, and execute such application and any and all other documents relating to this application/grant, including but not limited to any final grant documents, and to do and perform all acts and things which she deems necessary or appropriate to carry out the terms of this applications/grant;

BE IT FURTHER RESOLVED this matter be referred to the Board of Finance for any necessary action.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml



RECEIVED
2020 AUG 27 PM 3: 58
TOWN AND CITY CLERK
BRISTOL, CT

DATE: September 1, 2020

TO: Mayor Ellen Zoppo-Sassu
City Council Members

FROM: Dawn Leger, Grants Administrator

RE: FFY 2020 Emergency Management Performance Grant (EMPG) Application

Background

The Connecticut Department of Emergency Management and Homeland Security's EMPG grant funding supports the City's emergency management planning and response functions on an annual basis. An application for grant funding must be submitted each year.

Project Description

The City is requesting \$13,500. The funds are used for the following: salary for the part-time Emergency Management Director (EMD), communications costs for the EMD and the Emergency Operations Center (EOC); travel, program supplies, membership dues, and miscellaneous supplies, including uniforms and first aid kits, for the CERT Team.

Match Requirement

A one-to-one City cash match of \$13,500 is required. These funds are included in the City's current fiscal year budget. An appropriation of new funds is not required.

Requested Action

A Resolution is required to approve the submission of an EMPG grant application, to authorize the Mayor or Acting Mayor to execute the application and any and all documents associated with the application and grant, for the City Clerk to validate the Mayor as the City Official authorized to sign these documents on behalf of the City Council, and to refer the matter to the Board of Finance for any necessary action.

Presented at Council Meeting

9/8/2020

Adopted

Ordered Filed

Referred to

Refer to Board of Finance